



1.00pm Thursday 17<sup>th</sup> November 2016

Mid and West Wales Fire and Rescue Service HQ, Lime Grove Avenue, Carmarthen

**MINUTES**

**Present**

Name	Organisation
Barry Liles (Chair)	Coleg Sir Gâr
Wendy Walters	Carmarthenshire County Council
Steve Moore	Hywel Dda University Health Board
Superintendent Claire Parmenter	Dyfed Powys Police
Huwel Manley	Natural Resources Wales
Jo Llewhellin	Department Work & Pensions
Rob Quin	Mid & West Wales Fire and Rescue Service
Janice Dudley	Mid & West Wales Fire and Rescue Service
Chris Robinson	Mid & West Wales Fire and Rescue Service
Dr Michael Thomas	Public Health Wales
Deanne Martin	Wales Community Rehabilitation Company
John Cook	Brecon Beacons

**Additional Member**

Name	Organisation
Barry Williams	Community Health Council
Alun Harries	Representing the larger town and community councils
Dr Del Morgan	One Voice Wales
Ann Whittall	National Museums of Wales

**In attendance**

Name	Organisation
Helen Morgan	Carmarthenshire County Council
Kate Thomas	Carmarthenshire County Council
Jonathan Hancock	Carmarthenshire County Council
Paul Morris	Dyfed Powys Police

**1. Welcome & Apologies**

**Apologies**

Name	Organisation
Mark James	Carmarthenshire County Council

Dafydd Llywelyn	Dyfed Powys Police & Crime Commissioner
Christine Harley	National Probation Service
Carys Wynne Morgan	Arts Council for Wales
Teresa Owen	Public Health Wales NHS
Bernardine Rees	Hywel Dda University Health Board
Cllr. Emlyn Dole	Carmarthenshire County Council
Huw Francis	Botanical Garden of Wales
Frances Duffy	Welsh Government
DC Leanne James	Temp Deputy Chief Constable, DPP
Marie Mitchell	Carmarthenshire Association of Voluntary Services
Jane Davidson	University of Wales Trinity Saint David
Joanna Jones	Carmarthenshire County Council & Hywel Dda University Health Board
Carwyn Young	Sports Wales
Chris Cowburn	Higher Education Funding Council for Wales
Pedr ap Llwyd	National Library of Wales

## 2. Minutes and Matters arising: September 2016

**ACTION:** **Barry Liles** Chair to raise concerns with Members about low attendance and the need to attend the PSB regularly.

**ACTION:** **PSB Support Team** to share CCC cyber-crime information flyer with training course attendees and PSB members.

**ACTION:** **PSB Support Team** Recirculate recommendations from the Estates workstream for approval.

**ACTION:** **PSB Support Team** to delay Proactive Care and Community Resilience presentation - future date to be confirmed and include presentation on Health & Well-being village

**ACTION:** **PSB Support Team** to schedule an additional PSB meeting for February 2017 to focus on how the PSB develops moving forward.

**ACTION:** **PSB Support Team** to ensure up to date list of nominated representatives for each partner.

## 3. CCC Transformational Plan – Wendy Walters/Helen Morgan

Presentation provided by Wendy Walters – A strategic Regeneration Plan - focusing on providing an infrastructure (including digital connectivity) to develop jobs and growth in the county, with aspirations of creating 5000 jobs by 2030.

Key Growth sector businesses include – Creative Industries, Agri food, Advanced manufacturing, Energy and the Environment

- Six strategic priorities for Regeneration in Carmarthenshire-
  - Cross hands Growth Zone - with 5 distinct elements
  - Carmarthen Town - to include Master plan priorities

- Carmarthenshire Coastal Belt - Tourism Economic Driver
- Llanelli - to include Town centre, Station Road, Railway station, Housing links & Business Improvement District (BID)
- Ammanford - Transport and movement, Key development sites, Strengthen retail core, Increase employment.
- Rural Areas – Market towns & Villages, Access to services, Rural poverty, Local Development Strategy.

Need to continuously explore funding opportunities to include - ERDF / ESF, Interreg, Lottery, RDP / LEADER, Partnerships, Private Sector.

Strong connections required with employers, DWP, education establishments and Regional Learning and Skills Partnership to ensure that current and future skills needs are met.

<b>ACTION:</b>	<b>All</b> - Partners interested in exploring external funding opportunities to contact Jon Hancock <a href="mailto:Jonhancock@carmarthenshire.gov.uk">Jonhancock@carmarthenshire.gov.uk</a>
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#### 4. PSB Communication - Deina Hockenull, Media & Marketing Manager, CCC

Deina provided an outline of the PSB communication group, consisting of bi monthly meetings, their role and key objectives.

Carms News comprises of 4 editions per year – 2 electronic and 2 paper copies.

Essential to use this media as a tool to get the message out to readers about the PSB activity in Carmarthenshire.

Need to encourage more individuals to sign up to Carms News to receive PSB information and updates whilst driving traffic to the website.

Discussions to be held with partners to secure funding for 2017.

Agreed to use case studies for the PSB newsletter.

<b>ACTION:</b>	<b>PSB Support Team</b> - Forward link to all PSB members to encourage service users to sign up to Carms News.
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<b>ACTION:</b>	<b>PSB Support Team</b> - Standing agenda item - to discuss content of PSB newsletter.
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#### 5. PSB Stakeholder Engagement event – feedback from 16<sup>th</sup> September – Barry Liles

Well-attended event, supported by a presentation from Future Generations Commissioner, Sophie Howe. As part of the event, members were put into small working groups and a number of questions were asked of them. Feedback was then received and this information will feed into the well-being assessment.

A summary of the feedback was circulated to the members.

It was agreed that the widening of invitation at future similar events was essential to get a fairer representation, to include young people, Young Farmers and schools and where appropriate, involvement from the Private Sector.

<b>ACTION:</b>	<b>All</b> - Consider wider engagement at future PSB meetings on Consultation and Engagement Strategy.
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## 6. Carmarthen Well-being Assessment – Kate Thomas

An overview was given on the different engagement activity to date.

The draft Well-Being Assessment will be discussed at the January PSB meeting and, once approved by the PSB, will go to public consultation in February and the final Well-Being Assessment will be published in March 2017.

It has also been confirmed with the Welsh Government Local Government Partnerships Team, that the Well-Being Assessment should be approved by the four statutory members in the first instance but it is the decision of the PSB whether it seeks approval from all members of the PSB.

It was agreed that the scheduled March PSB meeting focuses on a workshop looking at turning the assessment findings into Well-being priorities.

Agreed by the members to hold an additional meeting in February to help develop 'how' the members will make a difference. Also agreed to ensure that all statutory members' Well-being objectives and other PSB members' business objectives are considered in the development of the Well-being plan.

<b>ACTION:</b>	<b>PSB Support Team</b> - Agreed that March PSB meeting to be a workshop reviewing the WB Assessment report and additional information to help develop the WB objectives and plan.
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## 7. Correspondence from Older People's Commissioner – Kate Thomas

Reminded the members of the presentation from Sarah Rochira at July PSB meeting. To support this we have now received a letter and guidance – which includes 6 targets that should be included in Well-being Plans.

It was recommended the members note the guidance and Commissioner's targets for inclusion and consider these when developing our Well-being Plan.

## 8. Collaboration Opportunities – Paul Morris, DPP

Paul explained his role within Dyfed Powys Police and provided an overview of some of the partners that he has met with to date. Aim is to encourage collaboration with partners and consider the different opportunities that can arise. Paul will be attending future PSB meetings and will bring a report with progress and outcomes.

<b>ACTION:</b>	<b>PSB Support Team</b> to invite Paul Morris to meet with the Chair and Workstream leads to explore further collaboration opportunities on the 5 <sup>th</sup> December 2016.
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<b>ACTION:</b>	<b>Paul Morris</b> to circulate Force Strategy on collaboration once approved.
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## 9. Input from other partners

Chair welcomed the wider partners to the meeting from the National Museum of Wales, One Voice Wales, larger town and community councils and the Community Health Council. The Chair explained how we will be working more closely with them in the future and agreed that we will continue to invite them to one of our meetings each year.

Chair informed that he had presented at the Liaison Forum for the 72 local councils in September and was impressed by the work already going on by our larger councils, in being proactive and innovative in acting to improve well-being in their local communities.

As a PSB we are improving links with the Community & Town Councils – John Wilson the Council’s Community Regeneration Manager, attends regular meetings with them, to which, Kate Thomas has recently been invited to also attend.

Agreed that the PSB needs to consider the input from the wider partners within the county. Currently the sharing of information across organisations is a problem, and therefore there is a need to identify from the WB assessment what matters to people within the county.

<b>ACTION:</b>	<b>Alun Harries &amp; Kate Thomas</b> - Larger Community & Town Councils to identify data sets required and contact Kate Thomas with their request. <a href="mailto:KHThomas@carmarthenshire.gov.uk">KHThomas@carmarthenshire.gov.uk</a>
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<b>ACTION:</b>	<b>Kate Thomas</b> to establish if feasible to break down well-being survey analysis to local areas.
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#### 10. Brexit Update - Helen Morgan

November 3<sup>rd</sup>, the High Court rules that Parliament must vote on whether the UK can start the process of leaving the EU.

The Chancellor has extended the guarantee of EU funding for ESI funded projects until the point that the UK departs from the EU and will continue up to 2020. This will allow partners to progress with both their project development and delivery. Also allows delivery to continue as originally scheduled until 2023.

#### 11. Swansea Bay City Deal - Wendy Walters

The submission of a proposal to Welsh and UK Governments for a City Deal that seeks targeted funding support for us to develop key economic sectors through investment in a programme to cover the next 15 years. The projects will be delivered within the first 5 years and outcomes will be measured over the following 15 years.

With this support we will establish:

- an infrastructure fund to develop and connect internet based technologies
- an investment fund to promote regional competitiveness
- lever funding to invest in our skills base

Our proposal centres on three key growth areas of the future economy in which we have existing core strengths across our region:

- Internet of Economic Acceleration
- Internet of Energy
- Internet of Health & Wellbeing

Carmarthenshire projects are Wellness and Life Science Village, Yr Egin and Skills and Talent Bid. Carmarthenshire County Council are currently undertaking the lead secretariat role for the region.

## 12. Any Other Business – Barry Liles

Concern raised regarding the Apprenticeship Levy (0.5% tax for employers that have a pay bill of more than 3 million). Further information on the Barnett Formula (used by the Treasury) is required to fully understand how this money will be used in Wales to support the training and development of Apprenticeships.

<b>ACTION:</b>	<b>PSB Support Team</b> to invite Samantha Huckle, Head of Apprenticeship Policy Development for the Welsh Government to a future meeting.
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- Meeting on the 10<sup>th</sup> January 2017 @ 2pm – Police HQ, Carmarthen.

### Summary of Actions – Public Services Board Meeting:

	Summary of Action Points	Who	Update
<b>Actions from 17<sup>th</sup> November 2016 meeting</b>			
1	Chair to raise concerns with Members about low attendance and the need to attend the PSB regularly.	Barry Liles	Email sent to partners 13/12/16
2	Share CCC cyber-crime information flyer with training course attendees and PSB members.	PSB Support Team	Awaiting confirmation from Police on distribution to attendees and has been circulated to PSB members.
3	Recirculate recommendations from the Estates workstream for approval	PSB Support Team	Included in Workstream update to January meeting and partners requested to advise if their organisation has adopted by 10 <sup>th</sup> February.
4	Delay Proactive Care and Community Resilience - future date to be confirmed and include presentation on Health & Well-being village.	PSB Support Team	Completed – PSB meeting in May to consider Proactive Care and Community Resilience presentation. January meeting – Life Science and Well-being presentation.
5	Schedule an additional PSB meeting for February 2017 to focus on how the PSB develops moving forward.	PSB Support Team	Completed and arranged for the 16 <sup>th</sup> February
6	Ensure up to date list of nominated representatives for each partner.	PSB Support Team	All members are requested to notify who their nominated representative is and, when sending apologies, confirm who will be attending.
7	Partners interested in exploring external funding opportunities to contact Jon Hancock <a href="mailto:Jonhancock@carmarthenshire.gov.uk">Jonhancock@carmarthenshire.gov.uk</a>	All	No enquiries
8	Forward link to all PSB members to encourage service users to sign up to Carm's news.	PSB Support Team	Completed – <a href="http://www.thecarmarthenshirewewant.wales">www.thecarmarthenshirewewant.wales</a>
9	Standing agenda item - to discuss content of PSB newsletter.	PSB Support Team	Completed
10	Consider wider engagement at future PSB meetings on Consultation and Engagement Strategy.	All	To be discussed at future meeting
11	Agreed that March PSB meeting to be a workshop reviewing the WB Assessment report and additional information to help develop the WB objectives and plan.	PSB Support Team	Arrangements in progress
12	Invite Paul Morris to meet with the Chair and Workstream leads to explore further collaboration opportunities on the 5 <sup>th</sup> December 2016.	PSB Support Team	Completed

	Summary of Action Points	Who	Update
13	Circulate Force Strategy on collaboration once approved.	Paul Morris	Awaiting information
14	Larger Community & Town Councils to identify data sets required and contact Kate Thomas with their request. <a href="mailto:KHThomas@carmarthenshire.gov.uk">KHThomas@carmarthenshire.gov.uk</a>	Alun Harries & Kate Thomas	Awaiting information from larger C&TC
15	Establish if feasible to break down WB survey analysis to local areas.	Kate Thomas	Completed, discussions taking place.
16	Invite Samantha Huckle, Head of Apprenticeship Policy Development from the <b>Welsh Government</b> to a future meeting.	PSB Support Team	Completed for January meeting